Objective Number: **Approved For Release 2000/09/14 : CIA-RDP85-00988R000300100038-8** Date: _17 JANUARY 1975_

DCI	Directorate	Office	Division
		C57810	

Fiscal Year - 1975

Estimated Man-Years -

Estimated Dollars -

STATEMENT:
Establish a capital improvements and equipment replacement acquisition plan in conjunction with Headquarters Engineering Branch, Real Estate and Construction Division and GSA related to the new Standard Level User Charge (SLUC) procedures.

25X1A9a

Target Date -

Action Officer -

Telephone Number - 5245

Period   Status (Circle One)

Period	Status
July-August	+ = <
September-October	+ = <
November-December	+ ⊜ <
January-February	+ = <
March-April	+ = <
May-June	+ = <

Status Description:
+ - Exceeding planned performance
= - Meeting planned performance
< - Behind planned performance

MILESTONES	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Note
. Obtain background information from HEB, RECD, and GSA on the current operating procedures for handling capital improvements and equipment replacement.		▲											
. Review Standard Level User Charge (SLUC) procedures in coordination with GSA Buildings Managers for information pertaining to the processing of work orders for capital improvements and equipment replacement; such as, criteria used by GSA, Region 3 for scheduling work priorities, party responsible for the funding, method to be used for follow-up and expediting Agency requirements through GSA channels. Establishment of a focal point officer on various levels.			▲										

	MILESTONES	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Note
3.	Identify all capital improvements and equipment replacements that are currently programmed for, and are in the GSA system. Coordinate with HEB, RECD and GSA in working up a complete list of all projects that are in the working stages and projects in the planning stages. Prepare a complete list of these projects and establish guidelines that are agreeable to all parties concerned to insure this list is maintained on a current basis at all times.							△						
4.	Identify the responsible officer for each project (Project Officer). Determine source of funds; such as, GSA, Agency, etc., dollar amount of each project. Establish a starting and estimated completion date for each project on the list.									△				
5.	Prepare a detailed plan that will include all the steps outlined above and put this objective into a finished product.												△	